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Announcement Number: FDA-9-4027

Opening Date: July 12, 1999

Closing Date: August 31, 1999

Position Title: Deputy Director, Office of Research

Series & Grade: GS- 15- 401-[Biologist], 403-[Microbiologist], 405-[Pharmacologist], 415-[Toxicologist]
1320-[Chemist], 487-[Animal Scientist]

Promotion Potential: None

Salary Range: \$80,658 - \$104,851 per annum

Area of Consideration: Government - Wide
"Preference eligibles or veterans who have separated from the armed forces under honorable conditions after 3 years or more of continuous service may apply."

Type of Appointment: Career/Career Conditional

Relocation expenses: Will be paid as provided by law

Organization, Duty Location: DHHS, FDA, Center for Veterinary Medicine (CVM), Office of Research, 8401 Muirkirk Rd,
Laurel, MD

Condition of Employment: Certain positions within the FDA are subject to strict restrictions on financial holdings (FDA regulated financial holdings). To determine whether this position is affected, applicants are advised to seek additional information during the interview process from the Ethics and Personnel Security Branch at (301) 827-5511 prior to accepting such a position.

Commissioned Corps candidates may apply.

JOB SUMMARY:

The incumbent is Deputy Director, Office of Research (OR), Center for Veterinary Medicine. She/he serves as full partner in the management of the research programs (both intramural and extramural). **Specific duties include:**

As Deputy Director, the incumbent participates fully with the Office Director in the planning, organizing, and utilization of resources in a manner which will permit optimum accomplishment of overall program goals and objectives established for Center research programs by the Office Director. As senior manager in OR, provides the scientific leadership, counsel, and stimuli necessary for developing a cohesive workforce who will direct its attention toward critical research and evaluation of research data in support of FDA veterinary policy. Through Division Directors and the administrative staff, assists in the direction of the workforce of approximately 48 personnel composed primarily of scientists and professionals, augmented by an appropriate staff of technical and support personnel. Major areas of functional responsibility encompass scientific research and the provision of authoritative scientific evaluations pertaining to pharmacology, toxicology, experimental biology, chemistry, microbiology, and animal nutrition. Assists in establishment of priorities and approval or rejection of recommendations for initiation, expansion, or curtailment of broad-scale research studies to investigate the mechanism and causative factors of scientific phenomena in veterinary research dealing with the characteristics of animal diseases, the safety (to both animals and humans who ultimately consume many of the animals and their byproducts) and efficacy of drugs, antibiotic resistance, medicated feeds, and devices intended for use in the diagnosis, care, prevention, or treatment of diseases of animals or poultry. Provides guidance and counsel in the resolution of complex and far reaching scientific problems

associated with the review process requisite for considered judgement as to the safety, reliability, and significance of research date. Recommends in-depth studies to determine the extent to which the OR is accomplishing its scientific research and regulatory program objectives. Promotes a climate of academic freedom requisite for the recruitment and retention of to-level scientists and other staff. Works closely with the Division Directors in ensuring appropriate resources are allocated to planned studies. Attends national and international scientific symposiums and meeting wherein she/he speaks authoritatively in her/his areas of specialization. Testifies in court and administrative hearings as an expert scientific witness for the Food and Drug Administration. Serves as Office Director in absence of the Director.

QUALIFICATIONS:

BIOLOGIST, GS-401

Applicants must have either (A) Successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's degree (or higher) with major study in biological sciences, agriculture, natural resource management, chemistry, or related disciplines appropriate to the position; or (B) A combination of education and experience with courses equivalent to a major, as shown in A above, plus appropriate experience or additional education.

MICROBIOLOGIST, GS-403

Applicants must have either (A) Successful completion of a full 4-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in microbiology, biology, chemistry, or basic medical science which includes at least 20 semester hours in microbiology and other subjects related to the study of microorganisms, and 20 semester hours in the physical and a mathematical sciences combining course work in organic chemistry or biochemistry, physics, and college algebra, or their equivalent; OR (B) A combination of education and experience with courses equivalent to a major in microbiology, biology, chemistry, or basic medical science that included courses as shown in A above, plus appropriate experience or additional education.

PHARMACOLOGIST, GS-405

Applicants must have successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's (or higher) degree with major study in biological, medical, veterinary or physical science, or in pharmacy, that included at least 30 semester hours in chemistry and physiology and 12 semester hours in pharmacology.

TOXICOLOGIST, GS-415

Applicants must have successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in toxicology; or an appropriate discipline of the biological, medical, or veterinary sciences that included at least 30 semester hours in chemistry, biochemistry or physiology, and 12 semester hours in toxicology.

CHEMIST, GS-1320

Applicants must have either (A) Successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in physical sciences, life sciences or engineering that included 30 semester hours in chemistry, supplemented by course work in mathematics through differential and integral calculus, and at least 6 semester hours of physics; OR (B) A combination of education and experience with course work equivalent to a major as shown in A above, including at least 30 hours in chemistry, supplemented by mathematics through differential and integral calculus, and at least 6 semester hours of physics, plus appropriate experience or additional education

ANIMAL SCIENCE, GS-487

Applicants must show either:

(A) Degree in animal science, dairy science, poultry science; or a related discipline or field of animal science that included at least 30 semester hours in the basic biological and agricultural sciences, and 20 semester hours in animal science.

-For animal scientist positions, at least 10 of the required 20 semester hours in animal science must have been in courses dealing with the breeding, feeding, production, and management of livestock, and the care and preparation of their products.

-For dairy scientist positions, at least 10 of the required 20 semester hours in animal science must have been in dairy science.

-For poultry scientist positions, at least 10 of the required 20 semester hours in animal science must have been in poultry science.

OR

(B) Combination of education and experience - courses equivalent to a major in the basic biological and agricultural sciences, including a minimum of 20 semester hours in appropriate animal science subjects, as described in A above, plus appropriate experience or additional education.

Candidates must have 52 weeks of specialized experience equivalent to next lower grade level.

Specialized experience is experience which is typically in or directly related to the work of the position.

Candidates must meet all qualification requirements, including time-in-grade, within 30 days after the closing date.

EVALUATION METHOD:

Candidates found basically qualified will be further evaluated by determining the extent to which their work or related experience, education, training, awards, etc., indicate their possession of the knowledge, skills, and abilities (KSA's) described below.

- 1. Knowledge of management, administrative, and supervisory practices and procedures required to plan and direct the work of a subordinate research staff through subordinate supervisors.**
- 2. Knowledge of appropriate fields of science.**
- 3. Ability to communicate orally, to conduct meetings and negotiate.**
- 4. Ability to communicate in writing.**
- 5.. Knowledge of the federal budget process.**

HOW TO APPLY:

- A. Candidates may submit an Application for Federal Employment (SF-171), an Optional Application for Federal Employment (OF 612), resume, curriculum vitae, or any other written format. Your application **must** include the following information:

VACANCY INFORMATION

*Vacancy Announcement Number, Title, Grade

PERSONAL INFORMATION

*Full legal name

*Mailing address

*Social Security Number

*Home and Work telephone numbers

*Birth Date

*Citizenship

*Reinstatement eligibility

*Highest Federal civilian grade held (give job series, dates held)

EDUCATION (Transcripts may be substituted for most of the following)

*Date of high school graduation or GED

*Name, location and dates of each college/university attended

*Type of degree(s), if any, date(s) received

*Major field of study

*Total semester or quarter hours

*Undergraduate GPA or class rank

EXPERIENCE - most relevant to this position include:

*Name of employer (Supervisor)

*Address and telephone number of employer

*Dates of employment (month/year)

*Job title

*Brief description of your duties and responsibilities for each job listed

*Average hours worked for each position if less than 40 hours per week

TRAINING-To receive credit for relevant training:

*List of course titles, dates, number of hours attended and name(s) of the institution(s)

HONORS AND AWARDS-If relevant to position for which applying

*Description of honors and/or awards along with dates acquired

SKILLS/SPECIAL QUALIFICATIONS-If relevant to the position for which applying

*Language skills (other than English)

*License(s) and date(s) acquired

*Typing Speed/Words Per Minute (WPM)

*Dictation Speed/WPM

B. Additional information/completed forms to be submitted, if checked; failure to submit requested information/documents may result in nonconsideration or a lower rating in the evaluation process.

- ☒ Written response to the knowledge, skills and abilities
- ☐ If claiming veterans' preference, see additional information on this form
- ☒ College transcripts or list of courses, including title, credit hours and grade for each course if qualifying on education and/or changing occupational series; see additional information on this form for foreign education*
- ☒ Current federal employees - most recent performance appraisal/evaluation
- ☒ Current **and** former federal employees - a copy of most recent complete SF-50, Notification of Personnel Action, to verify status

*Qualifying education gained at college and universities in foreign countries **must** be evaluated in terms of its equivalency to that acquired in American colleges and universities. Applicants educated in whole or in part in foreign countries must submit sufficient evidence, including transcripts, to an accredited private organization for an equivalency evaluation. A letter containing the results **MUST** accompany the application package.

APPLICANT BACKGROUND SURVEY: Please return the Background Survey with your application. This information you provide is used for statistical purposes. The return of this form is voluntary. Failure to return this form will have no impact on your consideration for this position.

C. In addition to the above, Career Transition Assistance Plan (CTAP)/Interagency Career Transition Assistance Plan (ICTAP) applicants must submit a copy of their specific RIF notice or other acceptable documentation, and documentation from their human resources office reflecting the promotion potential of their most recent federal position.

Surplus or Displaced Employees in the Department of Health And Human Services (DHHS) Requesting Special Selection Priority Consideration Under The Career Transition Assistance Program (CTAP)

If you are currently a DHHS employee you may be entitled to special priority selection under the DHHS Career Transition Assistance Program (CTAP). To receive priority consideration, you must:

1. Be a current DHHS employee serving under an appointment in the competitive or excepted service in tenure group I or II, in receipt of (1) a Reduction in Force (RIF) specific separation notice, (2) a notice of proposed removal for declining a directed reassignment or transfer of function outside of the commuting area, (3) a Certificate of Expected Separation (CES), or (4) other official notice that indicates the employee is surplus or eligible for discontinued service retirement (DSR) or as being in a surplus organization or occupation, and the date of the separation has not passed and you are still on the rolls of DHHS. You must submit a copy of the separation notice, CES, or other official notice along with your application in order to receive special priority consideration;
2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated;
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package;
4. Be currently employed by DHHS in the same commuting area of the position for which you are requesting priority consideration;
5. Submit your application (including all required documentation) by the vacancy announcement closing date and meet all the application criteria; and
6. Be rated well qualified for the position.
 "Well Qualified" means: a surplus/displaced employee must meet the minimum qualifications and eligibility requirements for the position, including any documented selective factor(s), and be rated and ranked under the same procedures as merit promotion applicants to determine the extent to which he/she possesses the knowledge, skills, and abilities (KSAs) to succeed in the position being filled. A cut-off score will be used to determine the well qualified applicant(s).

Displaced Employees Requesting Special Selection Priority Consideration Under The Interagency Career Transition Assistance Program (ICTAP)

If you are a displaced Federal employee you may be entitled to receive priority selection under the ICTAP.

To be eligible for the special selection priority, you must meet all of the following:

- (1) Be a displaced Federal employee;
- (2) Submit a copy of your current (or your last) performance rating of record of at least fully successful or equivalent;
- (3) Apply for a vacancy at or below the grade level from which you were or are being separated, that does not have a greater promotion potential than the position from which you have been or are being separated from;
- (4) Occupy, or was displaced from a position in the same local commuting area of the vacancy;
- (5) Submit an application (including all required documentation) for a specific vacancy within the time frames established on the announcement and meet all the application and eligibility criteria;
- (6) Submit proof of eligibility; and
- (7) Be rated well qualified for the position.

"Well Qualified" means: a displaced employee must meet the minimum qualification and eligibility requirements for the position

(including any selective factors), and be rated and ranked to determine the extent to which he/she possesses the knowledge, skill, and abilities (KSAs) to succeed in the position being filled. Under merit promotion procedures, a cut-off score will be used to determine the well qualified applicant(s). Under delegated examining procedures, the displaced employee must receive a score of 90 or better to receive selection priority.

Displaced employees may submit any (one) of the following as proof of eligibility for the special selection priority:

- (1) IF separation notice, or notice of proposed removal for declining a directed reassignment or transfer of function to another commuting area;
- (2) Documentation, e.g., SF-50, Notification of Personnel Action, showing that you were separated as a result of RIF, or for declining a directed reassignment or transfer of function to another commuting area;
- (3) Official certification from an agency stating that it cannot place an individual whose injury compensation has been or is being terminated;
- (4) Official notification from O.M. that your disability annuity has been or is being terminated; or
- (5) Official notification from the Military Department or National Guard Bureau that the employee has retired under 5 U.S.C. 8337(h) or 8456.

ADDRESS:
Food and Drug Administration
Office of Human Resources and Management Services
Attn: Mary Goodson
Room 211, Metro Park North I, HFA-423
7520 Standish Place
Rockville, MD 20855

Faxed copies of this announcement may be obtained by calling (301) 827-4287 or visit our Website at www.Usajobs.opm.gov/a9fda.htm.

Applications received become the property of the Office of Human Resources and Management Services (OHRMS).

Applications submitted in postage paid Government envelopes will not be accepted.

ALL APPLICATION MATERIAL MUST BE POSTMARKED OR RECEIVED BY THE CLOSING DATE OF THIS ANNOUNCEMENT

Additional forms and information may be obtained from the address above or by calling Mary Goodson at (301) 827-7332 or the Job Information Office at (301) 443-1969. Hearing impaired, please call (301) 827-4070 (Voice/TTY).

ALL APPLICANTS WILL RECEIVE EQUAL CONSIDERATION WITHOUT REGARD TO RACE, RELIGION, COLOR, NATIONAL ORIGIN, SEX, DISABILITY, SEXUAL ORIENTATION, POLITICAL AFFILIATION, AGE (WITH AUTHORIZED EXCEPTIONS) OR ANY OTHER NON-MERIT FACTOR.

Vietnam era veterans, disabled veterans, individuals with disabilities, and other individuals eligible for special appointing authorities are encouraged to apply.

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